

BUDGET / FACILITIES SUBCOMMITTEE MEETING

MINUTES

Monday, December 15, 2014

Oliver Administration Building

Present

Subcommittee: Marjorie McBride, Chair; John Bento, and Bill O'Dell

School Committee, Administration and Staff: Diana Campbell (6:06 p.m.), Karen Lynch, John Saviano, Paul Silva, Mario Andrade, Superintendent; Diane Sanna, Assistant Superintendent; Pauline Silva, Director of Finance and Administration and George Simmons (6:43 p.m.)

Marj M. called the meeting to order at 6:05 PM.

APPROVAL OF MINUTES

MOTION: John B. made a motion to approve the minutes of the October 27, 2014 and December 8, 2014 meetings; seconded by Bill O. The motion passed unanimously.

NEW BUSINESS

FY16 Budget Update

Pauline S. stated that there was nothing new to report.

Teacher Leaders - KMS

Mario A. stated that he is proposing a new position of Social Studies Teacher Leader at KMS in response to the 2010 organizational restructure and the current needs at the middle school. Mario A., by way of history, stated that in 2010 the grade team leaders were moved to curriculum coordinators in Math, Science and Humanities. The new position of Social Studies Teacher Leader would fall under the umbrella of the Humanities Curriculum Leader. The Humanities Curriculum Leader would be responsible for ELA and Social Studies.

Bill O. asked what the proposed stipend amount would be for the position. Mario A. responded that the Social Studies Teacher Leader would receive a stipend of \$4000. The Humanities Curriculum Leader currently receives a \$6000 stipend.

MOTION: Bill O. made a motion to approve the new position of Social Studies Teacher Leader at a stipend rate of \$4000 to be added to the 2015 budget; seconded by John B. The motion passed unanimously.

Technology Position

Mario A. stated that he is recommending an additional Technology Technician within the Technology Department citing that the work

load within the Technology Department supports the new position. Mario A. highlighted current statistics from the Technology Department's Work Order Report. Mario A. stated that there are currently four FTE's working in the Technology Department: a Director, a Network Manager, a Hardware Technician and a Data Manager. Mario A. gave the rationale for adding a second Hardware Technician and listed the position's responsibilities. Mario A. stressed the importance of the additional Hardware Technician position and the investment it would add to the District.

The feasibility of centralized printing was also discussed.

MOTION: John B. made a motion to approve moving forward to a full School Committee vote the recommendation by the Superintendent for the addition of a fifth Technology Technician within the Technology Department; seconded by Bill O. The motion passed unanimously.

OLD BUSINESS

MHHS Field Update/Action

Preliminary MHHS field design plans created by PARE Corporation were distributed to the Budget/Facilities Subcommittee. The plans include three alternate designs. Marj M. stressed that the plans were only preliminary and would be officially reviewed by the School Committee some time after Christmas. Marj M. stated that the purpose for reviewing the preliminary plans this evening was to give

School Committee members an opportunity to make comments and ask questions.

Questions concerning the preliminary MHHS field design plans were raised by School Committee members and discussed with George Simmons.

George S. stated that the order of the project phases will be determined once a field design is chosen and voted upon by the School Committee.

Input from the Athletic Director concerning the proposed field design plans will be requested

Marj M. stated that a working meeting will be set with the entire School Committee at a future date to discuss Pare Corporations preliminary plans. George S. suggested that PARE Corporation be in attendance for the meeting to answer questions. Marj M. outlined questions to be discussed including timeline, pricing and the extent of work covered by the grant. George S. will contact PARE Corporation to determine a mutually agreeable date to meet with the School Committee.

Guiteras Field Update/Action

Marj M. stated that she contacted Lou Cirillo, Bristol Town Clerk, to research whether there are monies available in the Guiteras Field

Fund, Guiteras Fund or Colt Fund which could be used toward the Guiteras Field work currently being considered. Pauline S. stated that there is money available in the Guiteras Field Fund with a balance of \$176. Marj M. will follow-up with Lou Cirillo concerning any remaining balances for the Guiteras Fund or Colt Fund.

Marj M. shared the history of the Guiteras Baseball Field Fencing bid. She added that the School Department is not ready to move forward with the fence bid at this time.

Pauline S. explained that the Grounds Maintenance Contract details the timeline and responsibilities charged to DaPonte in maintaining Guiteras Field.

Pauline S. reviewed the history of the Guiteras Baseball Field project and highlighted details and associated costs of items listed in the Guiteras Baseball Field Project Specs.

By way of review, Paul S. stated that when the Guiteras Baseball Field project bid was initiated, the Subcommittee considered waiting to make a decision on moving forward with the Guiteras field work until the MHHS Field specs were created because of the possibility of adding a baseball field at MHHS.

Karen L. brought up the issue of bases “heaving” in the winter. George S. stated that any field will have that issue and is monitored

as part of the ongoing maintenance. George S. added that for the field to maintain its integrity, an irrigation system should be installed.

George S. listed the areas of work already completed to the Guiteras Field by DaPonte that were part of the original Guiteras Field bid.

The feasibility and timing for moving forward on the Guiteras Field Project were discussed at length. A concern was raised regarding whether or not an irrigation system would be necessary at the Guiteras Baseball Field if a decision were ultimately made to approve the MHHS field design that includes a baseball field at the high school.

Marj M. recommended that an RFP be drawn up for the purpose of going out to bid. George S. will draw up the new bid specs which will not include the work already completed at Guiteras Field, but will include an infield irrigation system as an alternate. She added that the main purpose for moving forward with the Guiteras Baseball Field bid is to make the infield safe and secure.

MOTION: John B. made a motion to rebid for the Guiteras Baseball Field work according to the specifications outlined above; seconded by Bill O.

DISCUSSION: Karen L. stated that it is important that the new bid

specs are verified in light of the changes discussed. Marj M. responded that the bidders will first need to be approved by Pauline S. and George S.

The motion passed unanimously.

FY14 Budget Update – Draft Financials & OPEB Report

Pauline S. stated that the FY14 budget is still in draft form due to the new GASB pronouncements. Pauline S. further explained the GASB pronouncements. Pauline S. reported that the net income for FY14 is \$838,415. She also reported that \$4 M has been assigned to the OPEB liability through 2019 at \$800K per year (FY15, FY16, FY17, FY18 and FY19). In June 2014, \$1,738,954 was committed to Capital Projects and \$2,170,171 was committed to Reserve Requirements per School Committee Policy.

FY15

Pauline S. stated there was nothing new to report and that the Budget is right on track.

Next meeting – Monday, January 20, 2014

Adjournment:

MOTION: At 7:24 p.m. John B. made a motion to adjourn the meeting; Bill O. seconded.

The motion passed unanimously.

kd